

Central Intelligence Agency



Washington, D.C. 20505

19 November 2019

Ms. Emily Crose
MuckRock News
Department MR 82890
411A Highland Avenue
Somerville, MA 02144

Reference: F-2020-00317

Dear Ms. Crose:

On 6 November 2019, the office of the Information and Privacy Coordinator received your 5 November 2019 correspondence requesting records under the Freedom of Information Act. This is a quick acknowledgement to advise you that we received your request for **documentation covering writing style guidance for the creation of field reporting/cables.**

Your request was assigned the reference number above. Please use this number when corresponding so that we can identify the case easily.

Our officers will review and process your request in more detail and will only communicate to you if they should encounter any problems or if they cannot begin the search without additional information or clarification. We will search for CIA-originated records up to and including the date the Agency starts its search.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Lilly".

Mark Lilly
Information and Privacy Coordinator